

OSA-2381-64

31 JUL 1964

MEMORANDUM FOR: Deputy Assistant Director, OSA

SUBJECT : OSA Personnel Ceiling

25X1A 1. OSA personnel ceiling is presently established  
at [REDACTED]. Approximately three months ago, we requested our  
25X1A ceiling to be set at [REDACTED] which included [REDACTED] positions for  
25X1A Engineering and Analysis Division (subsequently lost).  
25X1A When the [REDACTED] figure was being considered, we were asked  
to estimate the number of staff and military personnel we  
would have on board by 30 June 1964. We estimated this  
would be [REDACTED] which, in turn, was, I feel, the basis for  
our current ceiling. We were advised at the time our  
ceiling was established that our needs in addition to  
the [REDACTED] and up to [REDACTED] could and would be considered after  
1 July.

25X1A 2. As you know, our staffing has been programmed  
against a ceiling of [REDACTED], and a fairly  
definite assumption was made that we would get the desired  
increase. The desires of the manpower group are rather  
definite that specific Offices will maintain an on-board  
strength of something less than their authorized ceiling.  
25X1A However, it is rather unrealistic to assume we can do so  
unless we receive the increase to [REDACTED] as requested.

25X1A 3. As you are, I'm sure, aware, the problems of OSA  
living with a particular ceiling are considerably different  
from other offices of the Agency; i.e., of the [REDACTED] positions  
25X1A we now have, approximately [REDACTED] of these are located outside  
25X1A the Washington area. Since these [REDACTED] positions are filled  
almost 100% from outside OSA, the sheer mathematics of  
bringing in a Security Officer from Main Security, a Commo  
man from Main Commo, or a military man from his parent  
service and, in turn, sending them to a domestic or foreign  
field station will consistently keep us over ceiling. The  
above is true even though we may eliminate overlaps entirely.  
We are still faced with the man in the field being on our  
rolls until he returns to Headquarters and is picked up by

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his parent service, while we are likewise charged with his replacement for any processing or travel time.

4. I strongly recommend we attempt to get our ceiling increased to [REDACTED] and if so, I feel it is almost mandatory we internally adjust that ceiling to approximately [REDACTED]. Such an adjustment would probably give us enough headroom to take care of our personnel rotation. While we are awaiting resolution of any permanent increase, I recommend we seek temporary relief in the form of a ceiling increase of [REDACTED] to allow us to bring on board replacements who are ready to EOD in OSA (Attachment A). If such a temporary increase is approved, our planned losses for the month of August will return us to an on-duty strength of [REDACTED] (see Attachment B). While the temporary increase approach will resolve our current situation, it is somewhat of a holding device and we may well be confronted with similar problems in future months unless we are granted a permanent ceiling increase.

[REDACTED]  
Chief, Personnel Branch  
OSA-DD/S&T

PB/OSA [REDACTED] (31 July 1964)  
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